GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF MENTAL HEALTH

VACANCY ANNOUNCEMENT

ANNOUNCEMENT NO: CSA-05-156	**POSITION:** Psychiatric Nurse
POSITION SERIES: RN-0610	**POSITION GRADE:** 05
OPENING DATE: 09/09/05	**CLOSING DATE:** 9/22/05
IF "OPEN UNTIL FILLED" FIRST SCREENING DATE:	**SALARY RANGE:** $53,834 to $73,371 per annum
WORKSITE: CSA Children and Youth Program Various Community Locations	**TOUR OF DUTY:** 8:15 A.M. to 4:45 P.M. (Monday – Friday)
PROMOTION POTENTIAL: None	**AREA OF CONSIDERATION:** DMH Wide Only (CSA employees will receive first consideration.)
AGENCY: Community Services Agency (CSA)	**NO. OF VACANCIES:** Several

***NOTE: CSA is soliciting employment applications to fill current and/or future vacancies in this occupational series. Employment applications accepted will receive consideration as vacancies occur.**

DURATION OF APPOINTMENT: (X) Permanent   ( ) Term (13 months to 4 years) Not to Exceed _____.
( ) Temporary (Up to 1 year), Not to Exceed _____ months.

(**X**) This position IS in the collective bargaining unit represented by District of Columbia Nurses Association and you may be required to pay an agency service fee through an automatic payroll deduction.
( ) This position IS NOT in a collective bargaining unit.

"RESIDENCY PREFERENCE AMENDMENT ACT OF 1988": An applicant for a position in the Career Service or for an attorney position (DS-905 series) in the Excepted Service who is a bona fide resident of the District of Columbia AT THE TIME OF APPLICATION, may claim a hiring preference over a non-resident applicant by completing the "Residency Preference for Employment" form, DC 2000RP, and submitting it with the employment application, DC 2000. To be granted preference, an applicant must: (1) be qualified for the position; and (2) submit a claim form at the time of application. Except for employees entitled by law to preference, preference will not be granted unless the claim is made at the time of application.

BRIEF DESCRIPTION OF DUTIES: The incumbent of this position serves as a clinical treatment team member, leader, or primary qualified practitioner with rotating shifts and periodic on-call responsibilities on a 24 hour, 7day week basis. Clinical services may range from documenting personal histories to medication monitoring to triage and crisis intervention, including individual and family education and support, case management and community support services. Services are typically provided in consumer residences, clinic facilities and other neighborhood-based settings. Provides face-to-face counseling services to the individual consumer, groups, or family members for symptom and behavior management, development, restoration or enhancement of adaptive behaviors and skills, and enhancement or maintenance of daily living skills. Serves as a member or leader of an interdisciplinary treatment team and provides medically necessary Mental Health Rehabilitation Services (MHRS) to consumers.

QUALIFICATIONS REQUIREMENTS: This position requires one (1) year of specialized experience equivalent to the next lower grade level. Specialized experience is experience that is directly related to the position to be filled and which has equipped the candidate with the particular knowledge, skills and abilities to successfully perform the duties of the position to be filled.

EDUCATION:	**EXPERIENCE**:
Associate Degree Program or Diploma Program with less than 30 months.	4 years
Diploma Program of 30 months or more	3 years
Baccalaureate Degree Program	3 years

NOTE: Applicants must be currently licensed as a Registered Nurse with the District of Columbia. Current DMH nursing personnel must submit a copy of their current D.C. license. The license, and/or supporting documentation of application, must accompany the employment application, DC Form 2000.

SELECTIVE PLACEMENT FACTOR(S): None.

SUBMISSION OF RANKING FACTORS

The following ranking factors will be used in the evaluation process. All applicants <u>MUST</u> respond to the ranking factors. Please describe specific incidents from your experience that show evidence of the level at which you meet the ranking factors that have been determined to be of importance for the position for which you are applying. You may refer to any experience, education, training, awards, outside activities, etc., that indicate the degree to which you possess the job-related knowledge, skills, and abilities described in the ranking factors. The information given in response to the ranking factors should be complete and accurate to the best of your knowledge. FAILURE TO RESPOND TO ALL RANKING FACTORS MAY ELIMINATE YOU FROM CONSIDERATION.

RANKING FACTORS

1. Knowledge of a wide range of professional nursing theories, procedures and techniques used in the care and treatment of psychiatric and/or medically disabled children or youth.

2. Knowledge of behavioral, psychological and developmental theories, concepts, principles and practices as related to the care of psychiatric patients.

3. Knowledge of a broad range of medications, their risks and benefits, including normal dosage, administration, action and adverse reactions in order to administer medications correctly and to recognize and respond to emergency situations.

4. Knowledge of the Mental Health Rehabilitation Services (MHRS) standards in order to perform functions of a CORE services agency.

5. Ability to communicate effectively, both orally and in writing.

SUBSTITUTION OF EDUCATION FOR EXPERIENCE WILL BE ALLOWED AS DEFINED BY OPM'S X-118 QUALIFICATIONS STANDARDS. HOWEVER, IN ORDER TO RECEIVE CREDIT YOU MUST SUBMIT OFFICIAL PROOF OF EDUCATIONAL ATTAINMENT WITH YOUR APPLICATION. TIME-IN-GRADE REQUIREMENTS ARE APPLICABLE. APPLICANTS CLAIMING VETERANS PREFERENCE MUST SUBMIT OFFICIAL PROOF WITH THE APPLICATION.

APPLICATIONS SUBMITTED FOR CONSIDERATION WILL NOT BE RETURNED TO THE APPLICANT, EXCEPT THAT APPLICATIONS RECEIVED OUTSIDE THE AREA OF CONSIDERATION OR AFTER THE CLOSING DATE WILL BE RETURNED WITHOUT ACTION.

HOW TO APPLY: ALL APPLICANTS, INCLUDING DEPARTMENTAL EMPLOYEES AND OTHER D.C. GOVERNMENT EMPLOYEES, MUST SUBMIT THE DISTRICT OF COLUMBIA GOVERNMENT EMPLOYMENT APPLICATION, DC 2000. SELECTION (S) FROM THIS VACANCY ANNOUNCEMENT PENDING CLEARANCE THROUGH PRIORITY PLACEMENT PROGRAMS. "A NON-COMPETITIVE SELECTION OF A CANDIDATE ON THE AGENCY'S REEMPLOYMENT PRIORITY LIST OR THE DISPLACED EMPLOYEE'S PRIORITY LIST WILL RESULT IN CANCELLATION OF THIS VACANCY ANNOUNCEMENT."

    WHERE TO APPLY: DEPARTMENT OF MENTAL HEALTH
    DIVISION OF HUMAN RESOURCES
    64 NEW YORK AVENUE, NE, 5th Floor
    WASHINGTON, D.C. 20002
    ATTN: John Coghlan (202) 698-2384
    FACSIMILE: (202) 673-4386

IN ACCORDANCE WITH THE D. C. HUMAN RIGHTS ACT OF 1977, AS AMENDED, D. C. CODE SECTION 1-2501 <u>et seq.,</u> ("THE ACT") THE DISTRICT OF COLUMBIA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, MARITAL STATUS, PERSONAL APPEARANCE, SEXUAL ORIENTATION, FAMILIAL STATUS, FAMILY RESPONSIBILITIES, MATRICULATION, POLITICAL AFFILIATION, DISABILITY, SOURCE OF INCOME, OR PLACE OF RESIDENCE OR BUSINESS. Sexual harassment is a form of sex discrimination which is also prohibited by the Act. DISCRIMINATION IN VIOLATION OF THE ACT WILL NOT BE TOLERATED. VIOLATORS WILL BE SUBJECT TO DISCIPLINARY ACTION.

SALARY REDUCTION OF REEMPLOYED ANNUITANTS: An individual selected for employment in the District government on or after January 1, 1980, who is receiving an annuity under any District government civilian retirement system, shall have his or her pay reduced by the amount of annuity allocable to the period of employment.

OFFICIAL JOB OFFERS ARE MADE ONLY BY THE DEPARTMENT OF MENTAL HEALTH, DIVISION OF HUMAN RESOURCES.

DRUG-FREE WORKPLACE ACT OF 1988.
"Pursuant to the requirements of the Drug-Free Workplace Act of 1988, the individual selected to fill this position will, as a condition of employment, be required to notify his or her immediate supervisor, in writing, no later than five days after conviction of or plea of guilty to a violation of any criminal drug statute occurring in the workplace."